

RETURNED CHECKS

The Board recognizes that a check can occasionally be returned for insufficient funds. When this occurs the individual will be contacted by mail and phone and payment or a payment plan will need to be developed within 10 business days.

If a second such occurrence happens within a calendar year, the individual's checks will no longer be accepted by the school district. Checks that are not cleared in ten business days will be given to a collection agency and resulting fees additionally owed.

APPROVED: August 25, 2008